

MEMORANDUM FOR: DIRECTOR

1. I hope that you will find time to scan the attached paper, and that you'll call upon me to explain any aspects of it which lack lucidity.
2. My first responsibility to you is to see to it that an effective central reference facility is evolved smoothly and economically, and the attached paper reports upon our progress.
3. We stand now at a crossroads, for the Management Officer has recently proposed decentralization of all coding and abstracting. In my view, and in the view of my people, this would wreck the system which we have worked on for two years, and which is now beginning to produce in the way that was originally planned. We have had enough of reorganizations, shake-ups, and blue-prints. What we need now is time for uninterrupted hard work. Evolution, not revolution.
4. Pres Childs and his people are giving every consideration to the present controversy, and I therefore need not trouble you with its details. If all else fails, however, I shall come to you for final judgment.

JAMES E. ANDREAS
Assistant Director, OCD

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